

NC DIVISION OF MH/DD/SAS
NC CASAWORKS for FAMILIES RESIDENTIAL INITIATIVE
PROGRAM MONITORING
FY 2006/2007

LME:	Date:
Contract Provider:	County:
Staff Interviewed:	
Rating Codes: 0 = No 1 = Yes 9 = NA	
	Rating
1. There is a signed copy of the Memorandum of Agreement between the NC CASAWORKS for Families Residential Program and the county department of social services in which the program is located.	
2. There is a current list of the NC CASAWORKS for Families Residential Program Project Advisory Group members.	
3. There is evidence of the Advisory Group meeting at least twice in the current fiscal Year.	
4. There is evidence that the Substance Abuse Treatment elements of the CASAWORKS for Families Model have been implemented, contracted for and/or a current Memorandum of Agreement is in place.	
5. There is evidence that the Job Readiness Training elements of the CASAWORKS for Families Model have been implemented, contracted for and/or a current Memorandum of Agreement is in place.	
6. There is evidence that the Case Management elements of the CASAWORKS for Families Model have been implemented, contracted for and/or a current Memorandum of Agreement is in place.	
7. There is evidence that the Parenting Skills elements of the CASAWORKS for Families Model have been implemented, contracted for and/or a current Memorandum of Agreement is in place.	
8. There is evidence that the Child Mental Health Interventions elements of the CASAWORKS for Families Model have been implemented, contracted for and/or a current Memorandum of Agreement is in place.	
9. There is evidence that the Transportation elements of the CASAWORKS for Families Model have been implemented, contracted for and/or a current Memorandum of Agreement is in place.	
10. There is evidence that the Child Care elements of the CASAWORKS for Families Model have been implemented, contracted for and/or a current Memorandum of Agreement is in place.	
COMMENTS:	
MONITOR:	

NC DIVISION OF MH/DD/SAS
2006/2007 Protocol
CASAWORKS For Families-Program

MONITORING INSTRUCTIONS

NOTE: There are eight (8) CASAWORKS entities. Seven involve an LME and the eighth is a private provider (Robeson Health Care Corp). Robeson Health Care will need to be audited separately, but scheduled at the same time as the Johnston County LME audit.

CASAWORKS Programs:

1. Mecklenburg (contracts with Community Choices)
2. Pathways (contracts with Community Choices)
3. Sandhills (contracts with Robeson Health Care Corp.)
4. Wake (contracts with Southlight)
5. Pitt (contracts with Robeson Health Care Corp)
6. OPC (contracts with Horizons)
7. Southeastern Center (contracts with East Coast Solutions)
8. Robeson Health Care Corp. in Johnston County

Question #1 The monitor will request to see a signed copy of a MOA between the NC CASAWORKS for Families Residential Program and the county department of social services in which the NC CASAWORKS for Families Residential Program is located.

Question #2 The monitor will request a copy of the current list of the NC CASAWORKS for Families Residential Program Advisory Group.

Question #3 The monitor will request copies of minutes of the Advisory Group meeting and review the minutes to ascertain that the group has met at least twice in the current fiscal year.

Question #4-10 The monitor will request documentation from the program to show implementation of all key elements of the CASAWORKS for Families Model. Documentation could be found in such documents as:

- program policies and protocols,
- weekly schedule of activities,
- program marketing documents,
- Memoranda of Agreement to provide the specified service.
- For Question #6, Case Management elements may be included in Community Support, SAIOP or SACOT services.